

# SWEET HOME CITY COUNCIL MEETING MINUTES

September 23, 2014

Mayor Gourley called the meeting to order at 7:30 p.m. in the City Hall Annex. The Pledge of Allegiance was given.

Staff Present: City Manager Craig Martin, City Attorney Robert Snyder, Finance Director Pat Gray, Library Services Director Rose Peda, Police Chief Jeff Lynn, Public Works Director Mike Adams, and Recording Secretary Wendy Younger

Registered Visitors: Brady Pickle, Dick Knowles, James Goble, Eric Seitz, Eva Journey, Brie Davis, Lisa Larson, Khrist Conklin

Media: Sean Morgan, New Era

Roll Call:	Councilor Angulo	P	Councilor Hobbs	P
	Councilor Fentiman	P	Councilor Mahler	P
	Mayor Gourley	P	Councilor Trask	P

Scott McKee Jr., 5400 Hwy 20, Sweet Home, Oregon 97386, stated that his attendance (to City Council Meetings) hadn't been anywhere near adequate in the recent months and he read a statement officially resigning from the Sweet Home City Council effective immediately. Mr. McKee stated that he had enjoyed his seven years serving on the City Council and that it was with regret that he would not be able to complete his term. Mr. McKee wished the City Council and staff all the best for the future and stated that he hoped that he may someday be able to return to public service.

**Councilor Fentiman made a motion to accept the Council resignation of Scott McKee Jr. with Councilor Mahler seconding. Question was called and the motion passed with 6 ayes, 0 opposed, and 0 absent.**

Approval of September 9, 2014 City Council Meeting Minutes: **Councilor Mahler made a motion to approve the September 9, 2014 City Council Meeting Minutes as submitted with Councilor Angulo seconding. Question was called and the motion passed with 6 ayes, 0 opposed, and 0 absent.**

Old Business                      None

New Business:

Recognition of Visitors and Hearing of Petitions	None
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Reappointment to the Budget Committee	City Manager Martin referred Council to the Request for Council Action (RCA) for reappointment of Gerritt Schaffer to the Sweet Home Budget Committee. Mr. Schaffer has been a Budget Committee member since 2011 with his current
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term expiring at the end of September. Mr. Schaffer has expressed interest in continuing to serve on the Budget Committee and, if Council chooses to reappoint Mr. Schaffer, his new term would expire September 30, 2017.

**Councilor Mahler made a motion to reappoint Gerritt Schaffer to the Sweet Home Budget Committee with a term to expire September 30, 2017. Councilor Angulo seconded the motion. Question was called and the motion passed with 6 ayes, 0 opposed, and 0 absent.**

Appointments to Youth Advisory  
Council (YAC)

Councilor Mahler stated that five Youth Advisory Council (YAC) applicants were interviewed prior to the City Council Meeting and he and Councilor Angulo both felt that all five were excellent candidates and all had a bright future in the community.

**Councilor Mahler made a motion to appoint Kyler Gaskey to a one year term in the High School Grades 9-12 position on the Youth Advisory Council with a term to expire June 30, 2014. Councilor Hobbs seconded the motion. Question was called and the motion passed with 6 ayes, 0 opposed, and 0 absent.**

**Councilor Angulo made a motion to appoint Brie Davis to a one year term in an At Large Grades 7-12 position on the Youth Advisory Council with a term to expire June 30, 2014. Councilor Mahler seconded the motion. Question was called and the motion passed with 6 ayes, 0 opposed, and 0 absent.**

**Councilor Mahler made a motion to appoint Eric Seitz to a one year term in the Junior High Grades 7-8 position on the Youth Advisory Council with a term to expire June 30, 2014. Councilor Angulo seconded the motion. Question was called and the motion passed with 6 ayes, 0 opposed, and 0 absent.**

**Councilor Angulo made a motion to appoint Tori Clark to a two year term in the High School Grades 9-12 position on the Youth Advisory Council with a term to expire June 30, 2015. Councilor Mahler seconded the motion. Question was called and the motion passed with 6 ayes, 0 opposed, and 0 absent.**

**Councilor Mahler made a motion to appoint Shelby Neighbors to a two year term in an At Large Grades 7-12 position on the Youth Advisory Council with a term to expire June 30, 2015. Councilor Angulo seconded the motion. Question was called and the motion passed with 6 ayes, 0 opposed, and 0 absent.**

City Manager Martin pointed out that newly appointed YAC members, Eric Seitz and Brie Davis, were both in attendance at the meeting and Mayor Gourley asked both YAC members to introduce themselves.

Eric Seitz, Sweet Home, Oregon  
97386

Eric Seitz introduced himself and stated that he attended the Sweet Home Junior High School.

Brie Davis, Sweet Home, Oregon  
97386

Brie Davis introduced herself and stated that she attended Sweet Home High School.

City Manager Martin commented that one of the new YAC processes was for a YAC member to be assigned to attend the second City Council Meeting of the month to give a report and provide feedback to Council.

Adoption of a policy regarding non-discrimination on the basis of handicapped status and establishing a grievance procedure for complaints of alleged discrimination based upon disability

City Manager Martin stated that in order to comply with the requirements for the \$400,000 Community Development Block Grant (CDBG) that the City applied for to help fund the Linn County Housing Rehabilitation Partnership a policy regarding non-discrimination on the basis of handicapped status and establishment of a grievance procedure for complaints of alleged discrimination based upon disability needed to be put into place prior to accessing the funds to begin providing no interest housing rehabilitation loans through the Partnership for owner occupied homes.

An accompanying resolution to adopt the policy as well as an appeal process would be handled under Legislation. City Manager Martin stated that if Council approved the resolution, that should be the final requirement for the program to move forward. City Manager Martin gave some background on the CDBG and stated that the City was in a partnership with most of the jurisdictions in Linn County other than the City of Albany. The program provides home repair services to owner occupied homes through a no-interest loan that becomes a lien on the property. City Manager Martin stated that the repairs for the program would be for basic livability updates with the idea of keeping elderly and fixed income homeowners in their homes.

With no Council questions or comments, Mayor Gourley stated that topic would be handled with Resolution No. 28 for 2014.

Surplus Equipment

City Manager Martin referred Council to the RCA for declaration of surplus and disposal of a 1976 forklift that was no longer serviceable or of use to the City. City Manager Martin stated that if Council adopts Resolution No. 29 for 2014 it would declare the item as surplus and authorize its lawful disposal.

There were no questions or comments from Council so Mayor Gourley stated that item would be handled under Legislation.

#### Legislation:

Resolution No. 28 for 2014 – City Attorney Snyder stated that Resolution No. 28 for 2014 should include the statement “This resolution shall be effective immediately upon its passage.”

Non-Discrimination Policy on the basis of handicapped status & establishment of a grievance procedure for complaints of alleged discrimination based upon disability

City Manager read by title only, Resolution No. 28 for 2014, a resolution adopting a policy regarding non-discrimination on the basis of handicapped status and establishing a grievance procedure for complaints of alleged discrimination based upon disability.

**Councilor Mahler made a motion to adopt Resolution No. 28 for 2014 with Councilor Hobbs seconding. Question was called and the motion passed with 6 ayes, 0 opposed, and 0 absent.**

Resolution No. 29 for 2014 – City Manager Martin read by title only, Resolution No. 29 for 2014, a resolution to designate City property as surplus and authorize its sale or lawful disposal.

Surplus Property

**Councilor Mahler made a motion to adopt Resolution No. 29 for 2014 with Councilor Angulo seconding. Question was called and the motion passed with 6 ayes, 0 opposed, and 0 absent.**

#### Council Reports:

Councilor Mahler stated that with the resignation of Scott McKee Jr., the President Pro Tem position was vacant and needed to be filled, and with that **Councilor Mahler made a motion to appoint Councilor Craig Fentiman as President Pro Tem. There were no further nominations. Question was called and motion passed with 6 ayes, 0 opposed, and 0 absent.**

#### Committee Reports:

Administration & Finance      None

Property Committee      A Property Committee Meeting was scheduled to follow adjournment of the October 14, 2014 City Council Meeting.

Public Safety      Councilor Mahler reported that a Public Safety Committee meeting had been noticed and was scheduled immediately following adjournment of the Council meeting to continue discussion on trailer houses and recreational vehicles.

Public Works      None

*City Boards/Committees:*

Chamber of Commerce	None
Fire District	None
Parks Board	None
Traffic Safety	None
Tree Commission	<p>Councilor Trask reported that Tree Commission members and City staff had gone to Sankey Park to view some of the trees that had been recommended for removal. He stated that some of the trees were getting bad and would need to be dealt with. Councilor Trask added that he had heard that the bid that came in was pretty high so that would need to be talked about at some point.</p> <p>Councilor Trask reported that the Fire Department was going to start watering the trees that were planted along Hwy 20 at the Holiday Mobile Park, across from Thriftway.</p>
Y.A.C.	<p>Mayor Gourley stated that with Scott McKee Jr. resigning from Council he might appoint City Councilors to attend YAC meetings on a rotating basis. Councilor Angulo stated that she would be interested in working with the YAC. Mayor Gourley temporarily assigned Councilor Angulo as the Council representative on the Youth Advisory Council.</p> <p>City Manager Martin stated that the new YAC Bylaws indicated that the Mayor and/or a Council member would attend YAC meetings and there had been discussion during the formative phase about rotating City Councilors so that all Council members could have an opportunity to attend and interact with the YAC. City Manager Martin reported that the YAC would meet October 21, 2014 at 6:30 p.m. to take up appointment of YAC officers and some housekeeping issues.</p>

*Regional Boards/Committees:*

Area Commission on Transportation (ACT)	None
COG	Mayor Gourley commented that a replacement Council representative would need to be made.
Solid Waste Advisory Council (SWAC)	None

## Mayor's Report

Mayor Gourley pointed out a letter that Council received regarding RV's on private property and stated that it would be looked at during the Public Safety Committee Meeting.

## City Manager's Report

City Manager Martin reported that Chief Barringer with Sweet Home Fire and Ambulance District (SHFAD) had submitted a request that the SHFAD Board would like to revisit the Intergovernmental Agreement (IGA) with the City. City Manager Martin gave some history on how the IGA was established between the City and the Sweet Home Fire and Ambulance District.

There was discussion about Councilor Mahler and Councilor Trask both being volunteer firefighters with SHFAD and if their participation at the Council level would be considered a conflict of interest. There was clarification that as long as there wasn't financial gain for Councilors Mahler and Trask that both Councilors could just declare a potential conflict of interest or bias on the subject but that wouldn't necessarily mean that they could not vote on decisions made.

Direction from Council was for staff to send out the IGA to Councilors for review prior to the next Council meeting and City Manager Martin would meet with Chief Barringer to find out what SHFAD Board was looking to change and bring that information back to the Council.

## Department Directors Reports:

### Finance Director

Finance Director Gray reported that the auditors would be at City Hall October 6-8, 2014 and invited Council to stop in and say hello. Audit questionnaires had also been sent out by the auditors to random City Councilors and Finance Director Gray stated that those needed to be returned.

Finance Director Gray invited Council and the public to attend the Sweet Home Walk for the Cause event scheduled for September 27, 2014 at 10:30 a.m. starting at City Hall. She stated that a City Team would be participating as a part of Worksite Wellness with the registration fees being paid for by a CIS Wellness Grant.

### Library Director

Library Services Director Rose Peda invited Council and the public to attend an open house on Tuesday September 30<sup>th</sup> at 6:15 p.m. to view the finished Stained Glass Window Project at the Library. Artist Chuck Franklin will be available to talk with about the project. LSD Peda thanked the Friends of the Sweet Home Public Library, Gloria Elkins Memorial Fund, the Livingston Memorial Fund, CH2M Hill, Sweet Home Community Foundation, and the public for their ongoing donations that paid for the project.

LSD Peda also reported that they would be leaving the lights

on in the Library all week so the stained glass windows could be seen from the outside.

Planning Services  
Manager

None

Police Chief

Chief Lynn reported that the Police Department was moving forward with the Reserve Officer Program and testing was scheduled for September 24, 2014. Chief Lynn stated that the hope was to bring on at least three Reserve Officers for the start of the program and adjust and adapt as the program moved forward.

Public Works

PWD Adams reported that the attorney that was planning on reporting at the October 14, 2014 Executive Session wasn't available that day and the Executive Session to hear an update on the Mutual Agreement and Order (MAO) with DEQ was rescheduled for October 28, 2014 at 6:30 p.m.

City Attorney

None

City Manager Martin reported that the next Chamber After Hours, along with an open house to celebrate The New Era Newspaper's 85th anniversary, was scheduled for September 24, 2014.

Adjournment:

With no further business the meeting adjourned at 8:05 p.m.

*Approved as submitted by the City Council on October 14, 2014.*